



Create a School Store | Create a Public Store

Tool Search: Settings

The Settings tool allows you to choose where you want the School Store to display and set up different options for every store. From here you can also set up Public Store options. The Public Store is a website where anyone can shop for goods or services from your district.

## **Create a School Store**

Create a store for each school by selecting the school in the Campus toolbar. Use the field descriptions provided here to complete the screen then click **Save**. Repeat this procedure for each school that is going to have a school store.

Settings 🏠	School Store > Administration > Settings
Create School Store	
Store Display Name: (Required)	
Harrison High School	
Public Store URL:         https://b6922482-cmb001.infinitecampus.com/campus/store/MN/school-store/15         Copy URL       Generate QR Code	
Enable Store for: <sup>O</sup> Campus Student <sup>E</sup> mployee Self Service <sup>P</sup> ublic Store             Options: <sup>O</sup> Allow Free And Reduced Pricing <sup>O</sup> Shop by Categories             Add Parent Portal Description             Add Student Portal Description             Add Student Portal Description             Store Logo Upload:             Max File Size: 20MB             Select files             Drop files here to upload	
Save	



## Field Descriptions (School Store)

Field	Description
Store Display Name	The name of the store.
Public Store URL	<ul> <li>The URL that is used to visit the Public Store. The URL is cannot be modified.</li> <li>Copy URL - Copies the Public Store URL.</li> <li>Generate QR Code - Creates a QR Code that can be shared with parents and students to access the Public Store.</li> <li>Download QR Code - Downloads a .png file of the QR Code that can be posted and shared.</li> </ul>
Enable Store for	You can display the store in <b>Campus Parent</b> , <b>Campus Student</b> , <b>Employee</b> <b>Self Service</b> , or the <b>Public Store</b> . If you do not want the store to display, do NOT mark the checkbox.
Allow Free and Reduced Pricing	When this checkbox is marked, students that have an active eligibility record (FRAM > Eligibility) can be given a reduced price for items in the store. The reduced price is set up on the product. If you do not set up a reduced price, the student is charged the regular selling price.
Shop By Categories	<ul> <li>This option allows you to set up the School Store for users to shop by category or by products.</li> <li>When this checkbox is marked, the first page in the store displays the Categories. Users can select a Category to see the products they can purchase.</li> <li>When this checkbox is <b>not</b> marked, the first page in the School Store displays all of the products in the store. Users still have the option to view and group the products by category from the products page.</li> </ul>
Add Parent Portal Description	Adds the text to the top of the Parent Portal School Store.
Add Student Portal Description	Adds the text to the top of the Student Portal School Store.
Store Logo Upload	A picture that represents the school store in Campus Student and Campus Parent. The image must use one of the following extensions: .jpg, .jpeg, .png, or .gif.



## **Create a Public Store**

Create a Public Store by selecting **All Schools** in the Campus toolbar. Use the field descriptions provided here to complete the screen then click **Save**.

**Tip**: See the Public Store Overview for more information about setting up a Public Store. There are multiple steps that you must complete before products can be purchased on the Public Store.

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■       Q       Infinite Campus         Settings ☆         Public Store Home Page Settings         Enable Public Store:         Store Display Name: (Required)         District Store         Public Store URL:         https://b6922482-cmb001.infinitecampus.com/campus/s         Copy URL       Generate QR Code         Require User Account To Purchase:	Context Year 25-26 School All Schools Cancel tore/MN	25-26 •	tore > Ad	<b>?</b> dministra	ation > S	Lettings
Description:  Announcements, instructions, etc. to be displayed at the top of the f A: ¶: GD Ω Save	Public Store Home Page.					

## **Field Descriptions (Public Store)**

Field	Description
Enable Public Store	Once the Enable Public Store box is checked, people can use the Public Store URL found on this Settings page to shop at your Public Store.
Store Display Name	The name of the store as it appears in Campus Student and Campus Parent.



Field	Description
Public Store URL	<ul> <li>The URL that is used to visit the Public Store. The URL is cannot be modified.</li> <li>Copy URL - Copies the Public Store URL.</li> <li>Generate QR Code - Creates a QR Code that can be shared with parents and students to access the Public Store.</li> <li>Download QR Code - Downloads a .png file of the QR Code that can be posted and shared.</li> </ul>
Require User Account To Purchase	Public Store customers can create a user account before they make purchases on the Public Store. If you mark this checkbox, customers will be <b>required</b> to create a user account before making a purchase. When someone creates an account, their name and email address are saved in Campus in the Demographics tool and Campus assigns the <i>Public Store</i> Homepage to their user account. Public Store customers can review their payment methods and purchase history after they log in. • Click here to expand • Click here to expand



Field	Description
Field Description	Description   The text you enter in this field displays below the Title on the Public store.   Plainview Schools District Store   Thanks for supporting our Student Council and Booster Club by shopping at the School Store!   Arthur Elementary Sch   Carter Middle School
	Store



Field	Description	
Store Logo Upload	A picture that represents the Public Store. This image displays at top of the page.	
	The image must use one of the following extensions: .jpg, .jpeg, .png, or .gif.	
	Plainview Schools District Store Thanks for supporting our Student Council and Booster Club by shopping at the School Store!	
	Arthur Elementary Sch Carter Middle School	